

## MONTHLY PROJECT SUMMARY REPORT

**To be completed by the prime contractor for all hours (prime and subcontractor) worked on this project. For further instructions contract the Saint Paul Human Rights. The forms must be submitted to the Saint Paul Human Rights Department by the 7<sup>th</sup> of each month. For further assistance contract the Department at 651-266-8966.**

Company Name: \_\_\_\_\_

Current Month: \_\_\_\_\_ Project Name and Location: \_\_\_\_\_

Project Number: \_\_\_\_\_ Estimated Project Completion Date: \_\_\_\_\_

### Prime Contractor

	This Month	% of Total This Month	Project to Date	% of Total Project to Date
<b>Total Hours</b>	_____		_____	
<b>Female Hours</b>	_____	_____ %	_____	_____ %
<b>Skilled Hours</b>	_____		_____	
<b>Skilled Minority Hours</b>	_____	_____ %	_____	_____ %
<b>Unskilled Hours</b>	_____		_____	
<b>Unskilled Minority Hours</b>	_____	_____ %	_____	_____ %

### City of Saint Paul's AAOP

	This Month	% of Total This Month	Project to Date	% of Total Project to Date
<b>Total Hours</b>	_____		_____	
<b>Apprentice Hours</b>	_____	_____ %	_____	_____ %
<b>Minority Apprentice</b>	_____	_____ %	_____	_____ %
<b>Female Apprentice</b>	_____	_____ %	_____	_____ %

City of Saint Paul's utilization goals:

- 11%            Minority hours (Skilled craft workers and operators)
- 11%            Minority hours (Laborers)
- 6%             Female hours (Skilled craft workers, operators and laborers)

City of Saint Paul utilization goals for apprentice participation:

- 15%            Apprentices hours out of total project hours
- 6%             Female apprentice hours out of total apprentice hours
- 11%            Minority apprentices hours out of total apprentice hours